

Subject: CAO News 2022 – Statement, Change of Mind, Handbook, etc.

Dear guidance counsellor,

I hope this email finds you well.

Please see below a number of timely updates before the academic term draws to a close:

1. Statement of Application

From this Friday (6 May), CAO will begin emailing all applicants who applied to CAO by 1 February this year. (Applicants who applied using the late application facility will receive an email later in the month). This email is referred to as the Statement of Application Record email.

The email instructs applicants to log in to their CAO account to confirm that all of their personal details, examination information, exemptions (if any) and course choices are recorded correctly on their accounts. (For a copy of the email, go to the Schools Message Board in the Guidance/Schools section of www.cao.ie)

If there are errors or omissions, applicants are given the opportunity to rectify this information (for no charge) via their online CAO Account. Examination updates made before the end of May will be updated to applicant accounts in early June.

Please note that emails will issue over a number of weeks, starting with Leaving Certificate applicants, followed by QQI FET applicants, GCE applicants, mature applicants and other school leaving applicants.

For more information, go to

www.cao.ie/soar

2. Change of Mind

The CAO Change of Mind facility opened on Thursday, 5 May. Applicants may add, remove or change the order of their courses as many times as they like up to the 1 July at 5pm (restrictions apply, see page 3 of the CAO Handbook). To date, over 6,600 applicants have yet to add course choices to their application.

Applicants are also urged to read the 'Changes to the 2022 Handbook' document (available from cao.ie/handbook) for information on new courses, cancelled courses, title changes and miscellaneous changes.

3. CAO Offers Schedule

Unfortunately, we are not yet in a position to finalise the CAO Offers and Acceptances schedule for 2022. As soon as we receive an update from the State Examinations Commission on the expected release date for the Leaving Certificate examination results, we will consult with the HEIs and finalise the offer schedule. This schedule will be circulated to IGC, NCGE, NISCA and NAPD as soon as it is available. All applicants will be notified and the dates will be published at cao.ie

4. DARE HEAR Application Outcomes and Review and Appeal dates

DARE HEAR application outcomes will be available online on Tuesday, 28 June from 2pm. All applicants will receive email notification about the outcome of their DARE/HEAR application.

Applicants can log into their CAO account and select the DARE/ HEAR Application Outcome to view the outcome of their DARE HEAR application.

Ineligible applicants who have grounds for making a Review and Appeal application must complete the online Review and Appeals application form by 4 July 2022 at 5pm. Review and Appeal applications must be made online through the CAO 'My Application' facility. Where applicable, applicants must provide documentation (objective documentary evidence) by 5pm on 6 July 2022 to CAO, Tower House, Eglinton Street, Galway.

5. CAO Handbook 2023

In March, CAO met with a number of IGC Branch Representatives for a focus group on the CAO Handbook. At this meeting, we presented a prototype of a mobile-friendly version of the handbook.

The brief for this prototype was prepared based on the feedback from the IGC member survey in October 2021. This version will present course information in a user-friendly, searchable format designed specifically for viewing on mobile devices (the prototype is adaptable and intuitive so it will display differently on desktop, tablet and mobile). Students will have an opportunity to personalise their own handbook, save their courses of interest, and share their handbook with Guidance Counsellors and parents if desired. A version of the personalised handbook can be saved by the student to view offline should access to the internet be an issue.

Following on from feedback at the focus group, we will no longer offer the interactive flipbook version, replacing it instead with the new mobile-friendly version. We will, however, continue to make a digital PDF version available. The postal mailing will be similar to last year, issuing a small quantity of handbooks to schools and other professional users.

We hope that this new approach will help to overcome some of the issues raised last year.

6. IGC/HEI/CAO Autumn Conferences 2022

The provisional dates and locations for the Autumn Conferences are as follows:

8 November – Radisson Little Island, Cork

9 November – Radisson, Limerick

10 November – Webinar

15 November – Sligo Park Hotel, Sligo

16 November – Johnstown Estate, Enfield

Registration for these events will open in October – we will be in touch in September with further updates and information.

Yours sincerely,

Eileen Keleghan

Head of Communications